



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



**EMPLOYMENT OPPORTUNITY**

**ACADEMIC OFFICE  
EDUCATION STAFF ASSISTANT**

**Reading/Literacy Director**

**\*\*\*REANNOUNCED\*\*\***

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS ON THE LAST PAGE**

**Open to:** The Public  
**Location:** 165 Capitol Avenue, Hartford, CT 06106  
**Hours:** 8:00 a.m. – 5:00 p.m.  
**Job Posting #:** #856 - 109962  
**Salary Range:** \$101,558 - \$138,477  
**Closing Date:** August 31, 2015

\*Compensation is commensurate with experience, training and salary history.

The Connecticut State Department of Education (CSDE) is currently recruiting for an Education Staff Assistant in the Academic Office.

**GENERAL STATEMENT OF DUTIES:**

The Director of Reading Initiatives leads the Connecticut State Department of Education's efforts to improve literacy performance for students across the state and close the reading achievement gap. The Director of Reading Initiatives is responsible for overseeing implementation of the state's PreK-3 reading plan and all statewide K-12 reading/ literacy initiatives.

**EXAMPLE OF DUTIES:**

- Lead the state's efforts to ensure that all students are proficient readers by third grade, meet or exceed state standards in literacy, and are prepared for the literacy demands of future schooling, college, and career;
- Facilitate communication, involvement, and collaboration among external stakeholders (e.g., local education agencies, state literacy organizations, parent and community groups, higher education, other state agencies) to find common ground among literacy philosophies, models, and instructional approaches to develop a comprehensive reading model that benefits the varied needs of early readers.
- Serve as a statewide leader and advance a statewide vision for effective PreK-3 literacy supports that result in high reading achievement for all students;
- Support district and school success in implementation of the state reading plan. Oversee the development, approval, and implementation of K-12 district reading plans
- Lead the state's efforts to develop and provide professional development to districts, schools, and teachers

based on scientifically based reading research to support teacher knowledge, professional learning, and continuous improvement;

- Communicate with all internal stakeholders to ensure the alignment and coordination of state efforts and initiatives to improve literacy;
- Perform other duties related to literacy as assigned by the Chief Academic Officer.

**Qualifications:**

- Successful experience at the school or district level, with 5+ years in leadership roles;
- Demonstrated knowledge of scientifically-based reading research, and research-based practices related to literacy development;
- Demonstrated ability to improve literacy achievement for all students within school and district settings;
- Successful school or district administrative experience leading a change effort, including proven planning, project management, implementation skills and a sense of urgency for improving reading and closing Connecticut’s achievement gap;
- Effective oral and written communication skills, as well as negotiation and conflict resolution skills.

**Knowledge, Skill and Ability:**

- Knowledge of the importance of systematic instruction in all reading skills including: phonemic awareness, phonics, fluency, vocabulary, comprehension, oral language and written expression strategies;
- Knowledge of the factors contributing to achievement gaps and the targeted strategies for closing achievement gaps across all disaggregated student groups (e.g., MTSS, RTI, SRBI), and a proven ability to apply research-based strategies that lead to improved achievement;
- Knowledge of state and national literacy standards;
- Knowledge of the literacy assessment landscape, including assessments for screening, progress monitoring, formative assessment practice, and summative assessment;
- Knowledge of the achievement gap and how race and class play into diminished classroom expectations;
- Knowledge of family engagement models that are inclusive and promote educator understanding of culture, race and class in building effective partnerships;
- Knowledge of reading and literacy development, assessment, and instruction for English learners and for students with disabilities grounded in the most current research;
- Familiarity with literacy legislation and other Connecticut reform initiatives (e.g., CT Core Standards and statewide assessments, Alliance Districts, Commissioner’s Network Schools, etc.);

**Experience and Training:**

Demonstrated competence to perform the duties and responsibilities of the position as determined by the State Board of Education.

**SPECIAL REQUIREMENT:**

Incumbents in this class may be required to travel.

**PREFERRED EXPERIENCE AND TRAINING:**

Master’s degree and certification in reading.

**APPLICATION PROCEDURE:**

Interested candidates should reference announcement # 856, submit a letter of application and resume with details of experience and training, three pertinent professional letters of reference and an Application for Examination or Employment (CT-HR-12) which may be obtained from the Department of Education website at <http://www.sde.ct.gov> to: **Elizabeth Rivera, Academic Office, 165 Capitol Avenue, Room 223, Hartford, CT 06106. Tel. # 860-713-6753. All required documents must be submitted by close of business on the closing date to be considered for interview.**

**Closing date for applications:** **August 31, 2015**

**Anticipated date of employment:** **Immediate upon selection**

**All required documents must be submitted by the closing date to be considered for interview.**

**Please note: Applications will be accepted via U.S. mail or hand delivered only.**

The Connecticut State Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Connecticut State Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of **race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Connecticut State Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction.** Inquiries regarding the Connecticut State Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/American with Disabilities Act Coordinator, Connecticut State Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2071, [Levy.Gillespie@ct.gov](mailto:Levy.Gillespie@ct.gov).

**AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**

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